



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

January 3, 2005

To: OPI MASS Representatives

From: Madalyn Quinlan, Chief of Staff

Subject: Summary of OPI Activities for January 2005

Happy New Year! Here is a summary of the current activities at the Office of Public Instruction for January 2005. This summary can also be found at www.opi.state.mt.us/MASSUpdates/.

Office of the State Superintendent

January 3rd: Inauguration Day in Montana

All five statewide elected officials and newly-elected Supreme Court justices and Public Service Commissioners will be inaugurated in the Rotunda of the Montana Capitol on January 3rd at 10 am. State Superintendent Linda McCulloch will be sworn in for her second four-year term as part of the inauguration ceremony. The inaugural ceremony will be videotaped; OPI plans to make the video available on its website once the video is made available.

Highlights of State Superintendent Linda McCulloch's Activities for December 2004:

- Was a guest of Dave Berg's on the "Berg in the Morning" radio show
- Met with teachers from Pakistan visiting the United States
- Spoke as a panelist at a Missoula community forum on full day kindergarten
- Met with legislative leaders and education stakeholders on topics related to education in preparation of the 2005 legislative session
- Hosted OPI's office holiday potluck for staff
- Spoke to members of MEA-MFT at their committee weekend
- Attended a Stand Up for Education luncheon and meeting
- Met with the Board of Education's P-20 Committee
- Met with members of the Governor-elect's staff regarding education issues
- Spoke to student teachers at MSU
- Attended the winter Board of Director's meeting for the Northwest Regional Education Lab
- Participated in Anderson Elementary School's holiday program and presenting the Milken obelisk award to Kathy Dirby
- Attended the 2day meeting with federal representatives from the US Department of Education regarding Title II-Highly Qualified Teachers (NCLB)
- Attended a MQEC meeting to discuss lawsuit remedies
- Delivered the keynote address at the Montana National Guard's Youth ChalleNGe Program in Dillon at UM-Western
- Participated in the monthly Land Board meeting, OPI Cabinet meeting and Leadership Group meeting

- Received DNRC's \$50.7 million check for public schools generated from proceeds off of school trust lands
- Met with members of the Montana Association of Adult and Community Educators
- Did a variety of interviews with reporters from the print, TV and radio media
- Prepared for the 2005 Legislative session
- TURNED 50!

OPI Legislation for the 2005 Session

The Office of Public Instruction has requested six bills for the 2005 legislative session. They are

HB 47	Rep. Kathleen Galvin-Halcro	Funding for full-time Kindergarten
HB 63	Rep. Dan Villa	School Finance revision
HB 83	Rep. Margaret Campbell	Revise school district tuition payments
HB 111	Rep. Gary Branae	Per-educator entitlement
HB 125	Rep. Holly Raser	Revise BASE aid for schools
HB 162	Rep. Teresa Henry	School districts to retain copies of immunization records

Click on the House Bill number above to link to the text of the proposed legislation.

OPI Contact: Madalyn Quinlan, 444-3168, mquinlan@mt.gov.

Superintendent Office Staff Departures

At the end of December, long-time OPI staff member **Kathy Fabiano** retired from her position as Assistant Superintendent of Operations after 16 years at the Office of Public Instruction. In her tenure, Kathy has been responsible for many financial management and operational innovations at OPI. She has set high standards for the management of OPI's operations, including the annual distribution to schools of more than \$630 million of state and federal dollars. In the spring of 2004, under Kathy's leadership, the Office of Public Instruction received its first ever perfect audit from the Legislative Audit Division. Considering the size of the OPI budget, and the number of complex state and federal programs that OPI administers, receiving an audit report with no recommendations for improvement is truly remarkable. Superintendent McCulloch is proud of the financial management of OPI's operations and realizes how important it is to the overall management of state resources. Congratulations to Kathy for her many years of service to the citizens of Montana. All of the staff at the Office of Public Instruction wish her well.

Also, at the end of December, **Gail Gallik** resigned her position as executive assistant to the State Superintendent to take a similar position with Governor Brian Schweitzer. For the past four years, Gail has been a welcoming voice on the receiving end of calls to the State Superintendent. Gail has also organized the State Superintendent's travel and speechmaking schedule and performed "other duties as assigned." We wish Gail all the best in her new endeavor.

Joan Anderson Promoted to Assistant Superintendent of Operations

Superintendent McCulloch is pleased to announce that Joan Anderson has accepted the position of Assistant Superintendent of Operations. Joan has served as the division administrator of OPI's School Finance Division for the past 7 years. In her new position, Joan will administer the divisions of Information Technology Services, Fiscal Services, and School Finance. Joan brings a wealth of experience in school finance and management practices to her new position at OPI. Please join Superintendent Linda McCulloch in congratulating Joan on her promotion to Assistant Superintendent.

Supt. Linda McCulloch Announces Indian Education Summit Website

OPI has created a new website dedicated to the discussion and the work that came out of the Indian Education Summit, held in Helena, October 15-16, 2004. The Indian Education Summit website can be found at <http://www.opi.state.mt.us/IESummit/Index.html>. It contains information that was presented to Summit attendees and will provide information and updates as our work continues based on the goals of the Summit. The summit goals are:

- To seek input on how to implement Indian Education for All
- To eliminate the American Indian student achievement gap

The Summit webpage is a tool for continuation of the discussions that brought the attendees together for the Summit. To subscribe to receive e-mail updates about Indian Education for All, go to <http://www.opi.state.mt.us/RegForms/IESummit/List.html>. OPI Contact: Everall Fox, Indian Education Specialist, 444-3013, efox@mt.gov.

OPI Calendar of Events: New and Improved

Check out the new Calendar of Events on the OPI Web page at <http://www.opi.state.mt.us/>. To pull the calendar up, click on the "Calendar" tab at the top of the screen. This calendar is meant to be a single point of contact for all deadlines, events, trainings, etc. that originate from or are sponsored by the OPI. In addition, the calendar will include other events of interest to the education community and will take the place of the EdVents Calendar. A short training tutorial on how to use the calendar will be available in the near future at the bottom of the calendar screen. If you have problems or questions, contact the Internet Services Bureau at 444-1626.

January 2005 Board of Public Education Meeting Topics

The Board of Public Education will hold its next regular meeting January 13-14, 2005, at its office building, 2500 Broadway, Helena. Tentative agenda information items from the Office of Public Instruction include: the Superintendent's Report, a No Child Left Behind Update, an Assessment update, a High School Summit Report, and the annual Transportation Report. Agenda action items include Accreditation issues and a School Wellness Policy recommendation. Contacts are Board of Public Education Executive Secretary Steve Meloy (406) 444-0300 or Deputy Superintendent Bud Williams (406) 444-7325.

Job Openings in Montana Schools

Interested in learning about job openings in Montana schools? Check out the OPI website at <http://jobsforteachers.opi.state.mt.us/index.html>. Schools in Montana can use the website to post job openings and potential applicants can subscribe to job announcements.

Appointments to Boards and Commissions

A significant way to participate in government is through service on one of Montana's many boards, commissions and advisory councils. Governor Schweitzer is seeking the best and brightest to help in these important capacities and would appreciate your notifying colleagues, members, neighbors and friends about the many opportunities to serve our state. Governor Schweitzer invites you to check out the list of boards, councils and commissions at: https://app.discoveringmontana.com/appoint/docs/boards_list.pdf. Then, use the online form to apply or recommend individuals for boards, councils or commissions at: <http://ideas.mt.gov/>.

Please be aware that many boards and commissions have specific occupation, geographic and other requirements for positions, and that those applications and recommendations are open to public inspection. The Governor is committed to attaining gender and geographic balance and

especially encourage the participation of American Indians and minorities at all levels of state government. Contacts: [Patti Keebler](#), 444-9545, or [Sid Armstrong](#), 444-9550.

Disaggregated Enrollment Collection for March 2005

The Office of Public Instruction will be collecting disaggregated enrollment data in March 2005 in conjunction with the CRT testing. Schools will be asked to report school enrollment as of the last day of the school's CRT testing window. The report format for the March collection will be similar to the disaggregated enrollment report that was included in OPI's Annual Data Collection in the fall. The disaggregated enrollment form requires schools to report school populations by grade level, gender, and racial/ethnic categories. Within these subgroups, schools will be asked to report the numbers of students that have been identified as students with disabilities, students with limited English proficiency, migrant students, and students who are eligible for Free and Reduced Lunch programs. For more information, contact Linda Atwood, 444-6712 or latwood@mt.gov.

Regional Advisory Committee to Conduct Assessment of Technical Assistance Needs

Deputy Superintendent Bud Williams and Doug Reisig, Superintendent of Hellgate Elementary District, have been appointed by the US Secretary of Education to serve on a regional advisory committee (Northwest RAC), which is charged with conducting an assessment of technical assistance needs of states, districts, schools, and other education stakeholders in the Northwest region. In March, the regional advisory committee will submit a report to the Secretary that will help the US Department of Education establish funding priorities for a set of new regional technical assistance centers.

The Key Questions that the assessment is looking to address are:

- What are the technical assistance needs of education stakeholders within the region?
- What capacity already exists within the region to meet these needs?
- What gaps exist that the federal government could fill by funding technical assistance services?

The Northwest RAC in its preliminary meetings has identified the following as significant challenges for the Northwest region.

- Educational Leadership
- Achievement Gap Recognition
- Diversity/Culture/Language
- Technology/Distance Education
- Community Empowerment
- Professional Development (Sustainable)
- Resource Acquisition/Allocation

You are invited and encouraged to comment and provide input regarding the technical assistance needs of educators to implement the goals of No Child Left Behind. To do so, please register on the RAC website at <http://www.rac-ed.org>. After you have registered, you will be able to login to the RAC site and post your comments in the public discussion area. Registration will automatically subscribe you to E-bulletins that provide updates on regional information and notification of regional events. The Northwest RAC will be hosting 3 public hearings in the Northwest, the first of which is January 4th from 11 am -1 p.m. For more information, go to the RAC website. OPI Contact: Bud Williams, 444-5643, or budwilliams@mt.gov.

If you do not wish to register, you may provide input by email to rac@cna.org or by mail to Northwest Region RAC Support, ATTN: Dr. Arthur Sheekey, The CNA Corporation, 4825 Mark Center Drive, Alexandria, VA 22311-1850

Assessment

The December 2004 issue of JUMP, the OPI online assessment newsletter, is online at <http://www.opi.state.mt.us/PDF/Assessment/NewsLetters/Dec04AssessNews.pdf>

Education Licensure

Educator Licensure: RENEWAL

Educators whose license expires June 30, 2005, can renew their licenses beginning January 1, 2005.

Renewal can be completed either on-line or through an application mailed to OPI. Either option offers the educator flexibility in sending in documentation of renewal activities. Documentation may be sent at the time of renewal. If the educator chooses to be audited, they must maintain a file of their renewal unit activities. A random audit will be conducted in winter of 2006, requiring the educator to submit original documents within 60 days of OPI's request.

Educators are encouraged to visit www.opi.mt.gov/cert to complete the renewal process prior to June 30. All renewal activity must be earned during the valid period of the license. To view the expiration date of a license, select "Check Montana Educator Credentials" on our website. For complete information, please contact Educator Licensure at 406-444-3150 or cert@mt.gov.

Information Services Division

Email and Website Address Change

Effective January 3, 2005 all State of Montana email addresses will change from @state.mt.us to @mt.gov. (For example, jbrown@mt.gov) This change is being made at the urging of the federal government because the .gov domain will be the only domain that is controlled and regulated by the federal government. For a period of about a year, any mail addressed to @state.mt.us will be automatically forwarded to the new email address. After December 2005, mail will be returned as undeliverable if it goes to the @state.mt.us address. If you have any questions concerning the change, please contact Gale Kramlick at 406-444-4411.

During 2005, the website address for the Office of Public Instruction will continue to be <http://www.opi.state.mt.us>, but www.opi.mt.gov will also connect to the OPI website. After December 2005, the OPI web address will be www.opi.mt.gov.

Directory of Montana Schools is Available on the Web

The 2004-2005 Directory of Montana Schools is posted on the OPI Web page at www.opi.state.mt.us/Directory/. A complete version of the directory is available in a .pdf format. Excel databases with contact information for the following groups can also be found on the directory website: Principals, High Schools, Elementary schools, County Superintendents, District Superintendents, County Treasurer, District Clerks, and School Board Chairpersons.

Printed copies of the *Directory of Montana Schools 2004-2005* may be purchased from:

Allegra Print & Imaging
40 W Lawrence St, Suite E

Helena, MT 59601-5083
(406) 449-2847
Fax: (406) 449-7860
\$9.75 per copy (includes shipping and handling)

School Budgeting and Accounting

Spring Enrollment Count – Due to OPI by February 11

The Spring Enrollment count date is Tuesday, February 1, 2005. Most districts will submit their enrollment reports to OPI using the MAEFAIRS electronic reporting system. Paper filers will receive their blank reports by mail. Enrollment and ANB information is posted at: <http://www.opi.state.mt.us/pdf/SchoolFinance/forms/EnrollHelp.pdf>. In case February 1 is not a school day for a school in your district (maybe it's a snow day?), report enrollment and attendance on the following school day. OPI Contact: Tal Redpath at (406) 444-3024 or redpath@mt.gov

2005 Elections Calendar

The calendar for the May 3, 2005 trustee and general fund election has been updated and is posted at the following website: <http://www.opi.state.mt.us/PDF/SchoolFinance/forms/2005Calendar.pdf> Need more information about elections? OPI Contact: Mike Waterman at (406) 444-4524 or mwaterman@mt.gov

FY 2006 Impact Aid Applications Due 1/31/2005

The deadline for submitting FY 2006 Impact Aid applications is January 31, 2005. Applying districts are encouraged to submit the application using the U.S. Department of Education's on-line grant application system, "e-Application." The web address for e-Application is <http://e-grants.ed.gov>. Please make all efforts to submit the application to the U.S. Department of Education by the deadline to avoid reductions in FY 2006 payments. Late applications submitted within 60 days after the deadline will result in payments reduced by 10 percent. Applications received after the 60-day late window cannot be accepted. OPI Contact: Tal Redpath, 406-444-3024 or redpath@mt.gov.

2nd Semester Bus Inspections Due 1/31/2005

Buses must pass inspection by January 31, 2005 to receive full funding for the second semester. OPI is in the process of transitioning to an electronic system for many of the transportation forms, including the inspection form. Consequently, districts did not receive 5-part paper forms this year. Remember to send copies of the inspections from the Montana Highway Patrolmen to OPI and the County Superintendent. OPI Contact: Maxine Mougeot, 406-444-3096 or mmougeot@mt.gov.

Department of Education Services

2005 U.S. Senate Youth Scholarship Program Delegates

The Office of Public Instruction is proud to announce that Ben D. Kappelman of Loyola Sacred Heart and Clinton D. Regenold of Three Forks High School will represent Montana as delegates for the 2005 U.S. Senate Youth Scholarship Program. Noah W. Stout of Darby High School and Adam L. Potts of Three Forks High School were selected as alternates.

During the week of February 26-March 5, 2005, Ben and Clinton will be immersed in an intensive on-site study of federal government. Visits to the Senate, House of Representatives, Supreme Court and the Pentagon will be interspersed with hours at various Smithsonian

museums. They will hear major policy addresses by senators, cabinet members, officials of the Departments of State and others.

Each year two outstanding high school juniors or seniors from each state are selected to receive an all-expense-paid week in Washington, D.C. and a \$5,000 college scholarship, funded by the William Randolph Hearst Foundation. This year 318 Montana high school students competed for the award.

We join their families, friends and teachers in congratulating all four of these outstanding high school students on this achievement!

For more information contact Carol Gneckow, Office of Public Instruction, (406) 444-2417 or e-mail, cgneckow@state.mt.us or visit the Web page <http://www.opi.state.mt.us/scholarships/index.html>.

2005-06 Robert C. Byrd Honors Scholarship Program

The Robert C. Byrd Honors Scholarship Program is funded from the Title IV, Part A, Subpart 6, Higher Education Act of 1965, as amended, Higher Education Amendments of 1992.

Approximately 23 scholarships are awarded each year to outstanding Montana seniors and graduates of GED programs. Each scholarship is \$1,500 annually and may be renewed three times during undergraduate study, if the students maintain eligibility. The purpose of the scholarship is "to promote student excellence and achievement and to recognize exceptionally able students who show promise of continued excellence." Scholarships will be equitably distributed across geographic regions of the state. Applications will be read and rated by a team of reviewers.

An applicant must meet the following **minimum qualifications**:

- Be a graduating senior or a graduating GED student for the 2004-05 school year;
- Have a **3.60** or higher GPA in a college preparatory curriculum and have a cumulative score of **1380** on the SAT, or **30** on the ACT;
- Use the scholarship award for the first year of study, renewable for up to **three additional years**, as a full-time student at any public or private institution of higher education, as defined by 34 CFR-668.2. Proprietary institutions are not included and neither are nonprofit institutions that only provide training programs of less than one year; and
- Be a resident of Montana and a U.S. citizen or a permanent resident of the United States.

The 2005-06 Robert C. Byrd Honors Scholarship Program Application can be found on the Web page <http://www.opi.state.mt.us/Scholarships/index.html>. The applications must be postmarked by **March 4, 2005**. OPI Contact: Carol Gneckow, (406) 444-2417 or cgneckow@state.mt.us.

Accreditation Division

Thank you to participants in the Small Schools Process

On November 18th and 19th, over seventy teachers, administrators, and county superintendents from around the state joined with representatives from the Office of Public Instruction to participate in the Annual Yearly Progress (AYP) review for Montana's small schools.

Participants analyzed quantitative data relating to student achievement patterns, annual measurable objectives, graduation rates, attendance, and patterns of academic improvement. The teams analyzed data from 502 schools and 245 districts. At the conclusion of the review,

scoring rubrics were submitted to the Superintendent of Public Instruction to make final determinations regarding each school and district's AYP.

The Office of Public Instruction is grateful to all the educators that shared their time and expertise. Volunteers demonstrated their commitment to our Montana small schools, and it is this commitment that provides the backbone of our successful schools and districts. OPI Contact: Margaret Bowles, 444-0716, mbowles@mt.gov.

Final AYP Determinations to be Sent to Schools on January 14, 2005

The Office of Public Instruction will send final AYP determinations for the calculated and small schools process to schools and districts on January 14, 2005. These final determinations will be released to the public and the media after schools have received their notifications.

Special Education Division

Update on the Individuals with Disabilities Education (IDEA) Act 2004

On December 3, 2004, President George W. Bush signed H.R. 1350 (IDEA 2004) into law. The effective date for most provisions of the law is July 1, 2005. Over the next six months OPI's Division of Special Education will be reviewing state regulations, policies and procedures to ensure they are aligned with the requirements of the new law and providing training and information on implementation of the law.

The IDEA '04 contains many provisions that will impact parents, teachers, and administrators. Notable changes were made in the following areas:

- Highly qualified teacher definition which parallels NCLB
- Procedures for identifying students as learning disabled
- Discipline
- Data collection
- Transition
- Paperwork reduction
- Surrogate parent
- Maintenance of fiscal effort
- Monitoring and enforcement

As in the past, administrators, teachers, parents and advocates will have opportunity to advise the OPI when decisions are made regarding the implementation of these new provisions of federal law. Our initial efforts will focus on current state policies and regulations that are in direct conflict with some of the provisions of the new law and establishing interim operating procedures pending the adoption of new federal regulations.

Training on provisions of the new law will be provided through a variety of means, including distribution of "fact sheets," regional training through CSPD, discussion groups, and state wide conferences. A half-day discussion with directors of special education will take place during the Montana Council of Administrators of Special Education (MCASE) winter meeting on March 4 in Bozeman and an all-day "Hot Topics" presentation/discussion will be provided on April 13 during the Annual Council for Exceptional Children (CEC) conference in Billings. Additional training opportunities will be announced as they are developed. OPI Contact: Bob Runkel, 444-4429 or brunkel@mt.gov.

Special Education Child Count

Child count is the collection of data on students with disabilities who have a valid individualized education plan (IEP) and are receiving services on the count date of December 1, 2004. An informational memo explaining this year's process was mailed to IDEA Part B Authorized Representatives and Project Directors in November. An electronic application for entering and submitting data also opened on that date. The due date for electronic submittal is January 10, 2005. There must be a completed report submitted for every public school in every school district in the state. If a school has no students to report, there is a "no students" box that must be checked and the report submitted. Resources available (including an instruction manual) may be found on the OPI Web page (<http://www.opi.state.mt.us>) - click the IRIS tab at the top of the screen, click on the INSTRUCTIONS button (lower right corner), scroll down to Special Education Data Collection where resources are listed. If your school district has not been informed of this data collection, or if you have questions concerning the process, please call Pat Reichert at 406-444-4430 or e-mail at preichert@mt.gov.

Braille Course offered by Montana School for the Deaf and Blind

As part of its ongoing effort to assist school districts in better meeting the needs of their sensory impaired students the following course will be offered both on-site at the Montana School for the Deaf and the Blind (MSDB), as well as through an on-line, distance education platform, Webtrain. CONTRACTED LITERARY AND NEMETH BRAILLE, which maybe be taken for 1 semester credit through MSU-Northern, will begin January 17 and run through May 13. Pam Boespflug, Supervising Teacher at MSDB, is the instructor.

This is a Braille class for those that know all non-contracted Braille letters and numbers and have had exposure to some contracted Braille. All 189 contractions of the Literary Braille Code will be presented early in the class and students will practice writing contractions correctly in words and sentences and recognize them as they read. The emphasis will be on increasing fluency of reading and writing Braille. Students will learn to write addition, subtraction, multiplication and division problems using The Nemeth Code, the math Braille code. Formatting Nemeth problems will be introduced and practiced. Students will explore math texts, Nemeth instruction books and sources for Braille books.

There is no cost to register for this class; however, the cost for (1) one graduate or undergraduate credit is \$100. If you are taking the course at an off-site location the "on-line charges" for accessing the course are \$135. To register for this course or to find out more about it, please contact Pam Boespflug at the MSDB, 406-771-6083 or e-mail to pboespflug@msdb.mt.gov.

Educational Interpreter Training Opportunity

The Educational Interpreting Certificate Program (EICP) is a unique distance learning opportunity, providing intensive academic and skill development experiences to working educational interpreters. Unlike traditional on-site sign interpreter training programs, the EICP takes the education to the interpreters.

The EICP-Cohort 5 is a 30-credit-hour program designed for working educational interpreters. Members of Cohort 5 will begin and end their work together. The curriculum takes a three-pronged approach:

- Academic content is delivered through a combination of written, audio, visual, and web-based materials and makes use of telephone, videoconferencing, and Internet technologies throughout the academic year.

- Intensive interpreting skill development is provided during a three-week face-to-face Summer Institute each summer.
- Mentors from throughout North America support the skill development during the academic year by video, written, voicemail, and web interactions.

Participants who successfully satisfy EICP exit competencies receive a Certificate in Educational Interpreting from the University of Northern Colorado.

Leilani Johnson, Ed. D., Director of the Distance Opportunities for Interpreter Training Center in Denver, Colorado, will be conducting an informational/recruiting meeting through videoconferencing on February 15, from 4:00-6:00 p.m., in Great Falls, Missoula and Billings to explain how educational interpreters can participate in this distance education opportunity.

The Office of Public Instruction, through its IDEA Part B Set-Aside funds, will provide for the costs of the training program for four educational interpreters. If you wish to participate in the training opportunity, please contact Marilyn Pearson, Office of Public Instruction, at 444-4428, or e-mail her at mpearson@mt.gov.

Educational Opportunity and Equity Division **Advanced Placement Summer Institute**

The 5th Annual Advanced Placement Summer Training Institute will be held in Billings on the MSU-B Campus from July 11-15, 2005. For an announcement and registration form, click on <http://www.opi.state.mt.us/pdf/AdvPlacement/APInstitute05Regis.pdf>.

Bozeman High School Receives Top Advanced Placement Honors

Recently Bozeman High School received notice that its students who took AP exams last spring garnered 112 AP Scholar awards, including both AP State Scholar awards. The AP State Scholar awards are granted to one male and one female student in each state with grades of 3 or higher on the greatest number of AP Exams, and the highest average grade on all AP Exams taken. Bozeman High School also won the following awards: four National AP Scholars, 41 AP Scholars with Distinction, 27 AP Scholars with Honor, and 38 AP Scholars. Click on the following link to the OPI Advanced Placement Incentive Web page for a definition of these award categories: <http://www.opi.state.mt.us/pdf/AdvPlacement/APScholarDef.pdf>

Health Enhancement and Safety Division *Coordinated School Health*

New Diabetes Publication

The National Diabetes Education Program has released a new publication titled, *"Helping the Student with Diabetes Succeed: A Guide for School Personnel."* This new guide is part of the Diabetes in School Initiative, which has been jointly sponsored by the National Institutes of Health and the Centers for Disease Control and Prevention. The purpose of this guide is to provide a set of practices for schools to most effectively help students manage their disease in a safe learning environment. Diabetes is one of the most common chronic diseases in school-aged children, affecting about 206,000 young people in 2002. Additional copies may be downloaded from the National Diabetes Education Program website at <http://www.ndep.nih.gov/resources/school.htm> or can be ordered by calling 1-800-438-5383.

2005 Youth Risk Behavior Survey (YRBS)

School districts that have registered for the 2005 Youth Risk Behavior Survey will be receiving materials for the administration of this survey in mid-February. The district's YRBS coordinator will be receiving informational letters pertaining to the YRBS before January 20; with the actual survey being administered in schools on either February 21, 22 or 23. A record number of districts have chosen to participate in this voluntary student survey which measures the risk behaviors of Montana youth in relation to injuries, tobacco use, alcohol and other drug use, sexual activity, nutrition and physical activity. The OPI acknowledges and appreciates the commitment, cooperation and support of the participating schools and their students. The YRBS has been a cooperative effort between the OPI and the Centers for Disease Control (CDC) since 1991. For individual school, state and national YRBS data results go to www.opi.state.mt.us/YRBS. OPI Contact: Susan Court at scourt@mt.gov or 406-444-3178.

Underage Drug Access Workshop

A workshop entitled, "Underage Access: Alcohol, Tobacco and Other Drugs," will be sponsored during May 2005 in three locations –Glendive, Bozeman and Kalispell. The Pacific Institute for Evaluation and Research will provide technical assistance to community leaders to address access issues. A date-saver notice will be mailed to Safe and Drug Free School Coordinators in January with further information. OPI Contact: Cathy Kendall, 444-0829, cakendall@mt.gov.

School Nutrition Program

Montana Lunchline

This electronic list serve is a great way to stay connected with OPI School Nutrition staff and learn from other foodservice managers about school nutrition issues. You will receive current information concerning school nutrition programs, recipes, and ideas to market and promote healthful foods and beverages. To participate, all you need is an e-mail address. For more information: Team Nutrition Program, Katie Bark, (406) 444-2501, kbark@mt.gov.

Don't Forget Verification

The verification process was due to be completed by December 15, 2004. The new Summary of Verification form has been distributed to schools, and is due to the School Nutrition Programs office by February 15, 2005. Schools are strongly encouraged to submit the Summary of Verification form as soon as possible after the December 15 deadline. Remember that in order to decrease the burden of verification next year, schools should get 100 percent response from households selected for verification. For more information: School Nutrition Programs, (406) 444-2501

Food Safety Inspection Requirements

Section 111 of the Child Nutrition and WIC Reauthorization Act of 2004 (Public Law 108-265) amended section 9(h) of the Richard B. Russell National School Lunch Act regarding food safety inspections required in schools participating in the National School Lunch or School Breakfast Programs.

Previously, participating schools were required to obtain a minimum of one food safety inspection per school year or comply with the frequency required by local standards. Beginning July 1, 2005 each school must now obtain at least two food safety inspections each school year. The inspections must be conducted by a State or local governmental agency responsible for food safety inspections. In addition, schools must post, in a publicly visible location, a report on the most recent food safety inspection, and provide a copy of the food safety inspection report to a member of the public upon request. School Nutrition Programs will forward more

information on this issue as it is received from the USDA. For more information: School Nutrition Programs, (406) 444-2501

Nominations Needed For Outstanding School/Summer Foodservices

The United States Department of Agriculture (USDA) is pleased to announce the 2005 "Best Practices Awards" in the National School Lunch Program (NSLP) and School Breakfast Program (SBP). In order to encourage and reward outstanding practices in school foodservice, the USDA will recognize outstanding practices in four categories: 1) Reaching Needy Children in the Summer, 2) Increasing School Breakfast Program Access, 3) Increasing the Consumption of Fruits/Vegetables and/or Whole Grains; and, 4) Healthy School Nutrition Environment. Schools that receive these awards are recognized nationally. The deadline for nominations is April 15, 2005. If you would like to nominate a school (or school district) for one of these awards, please contact: School Nutrition Programs, (406) 444-2501

Big Sky Fit Kids

Montana's Big Sky State Games is launching Big Sky Fit Kids; similar to its successful adult program - Shape Up Montana. Big Sky Fit Kids is a FREE team wellness program that encourages healthful eating and physical activity. The program runs February 1 - May 2 and is based on accumulated activity. The teams of 10-30 youth (18 and under) are led by an adult team captain. Each team will receive a team wall chart to track miles and individual tracking charts. Weekly fitness and nutrition tips will be sent to the team captain to share with their team. At the conclusion of the program teams are eligible to win one of three \$500 awards. For more information go to www.bigskyfitkids.org or contact: Karen Sanford Gall, Executive Director, Big Sky State Games, (406) 254-7426, ksg@bigskygames.org.

HIV/AIDS/ STD Program

HIV/AIDS Teacher Trainings

Billings and Helena will be the sites for two upcoming HIV/AIDS Teacher Trainings. The Billings training is on January 20, 2005 and the Helena training is March 2, 2005. Any teacher interested in HIV/AIDS prevention education or who is responsible for providing HIV/AIDS prevention education to a school district's students should plan on attending training. Trainings are appropriate for all school staff, especially health enhancement, biology, family and consumer science teachers, counselors, school nurses, coaches and trainers – i.e. anyone needing to know about the handling of bloodborne pathogens. OPI Contact: Susan Court at scourt@mt.gov or 406-444-3178.

Driver Education/Advanced Driver Education

Still Time to Nominate Traffic Education Master Teacher

Applications are due January 15, 2005 and those qualifying will be recognized at the April 25-27, 2005 traffic education conference in Billings. An application is available at www.opi.state.mt.us/drivedred.

OPI Contact: Fran Penner-Ray (406) 444-4432 or fpenner-ray@mt.gov.

Wanted: Used Modular Classroom

If your school has a modular classroom it no longer needs, the OPI would like an opportunity to discuss its potential use. The OPI operated Advanced Driver Education program in Lewistown is undergoing some improvements and a larger classroom is needed. OPI Contact: David Huff, (406) 444-4396 or dhuff@mt.gov.

DOL Announces Changes to Federal Child Labor Rules

The U.S. Department of Labor (DOL) Dec. 16 announced significant new revisions to its Fair Labor Standards Act (FLSA) child labor rules. The new regulations, which take effect Feb. 14, 2005, make changes to occupations and work activities that DOL deems are too hazardous for children.

The FLSA's child labor rules establish minimum ages and maximum work hours for minors, as well as limit which minors may perform work activities such as cooking, driving, working in dangerous settings and handling hazardous materials and heavy machinery. Over the last 15 years, employers of minors have come under greater scrutiny by DOL and Congress has focused on toughening child labor standards.

DOL's new rules, which were published in the *Federal Register*, come five years after the department proposed the changes. Among other things, the new rules alter restrictions on on-the-job cooking by 14- and 15-year-olds and on-the-job driving by 17-year-olds.

EPA "Enforcement Alert" Focuses on Asbestos in Schools

EPA's Office of Regulatory Enforcement has dedicated its September 2004 issue of "Enforcement Alert" to the protection of children from exposure to asbestos at school. When asbestos-containing material is disturbed, fibers may be released into the air and inhaled by children and school staff. A popular misconception is that asbestos-containing materials were banned and removed from school buildings years ago. Although some schools have been able to remove asbestos altogether, many have opted to manage asbestos-containing material in place. This "Enforcement Alert" reminds schools and local education agencies to inspect their facilities for asbestos-containing building materials and prepare management plans for the reduction of asbestos hazards. To read the September "Alert," go to:

<http://www.epa.gov/compliance/resources/newsletters/civil/enfalert/aheraalert0721.pdf>

For more information on asbestos in schools, go to:

http://www.epa.gov/asbestos/asbestos_in_schools.html .

DEQ Contact: John Podolinsky, DEQ/Asbestos Control Program, (406) 444-2690, jpodolinsky@mt.gov.